

Central Bedfordshire
Council
Priory House
Monks Walk
Chicksands,
Shefford SG17 5TQ

**This meeting may
be filmed.***



**Central
Bedfordshire**

please ask for Leslie Manning

direct line 0300 300 5132

date 16 June 2016

NOTICE OF MEETING

GENERAL PURPOSES COMMITTEE

Date & Time

Thursday, 30 June 2016 10.00 a.m.

Venue at

Room 14, Priory House, Chicksands, Shefford

Richard Carr
Chief Executive

To: The Chairman and Members of the GENERAL PURPOSES COMMITTEE:

Cllrs Mrs J G Lawrence (Chairman), G Perham (Vice-Chairman), L Birt,
Mrs C F Chapman MBE, Mrs A L Dodwell, P Hollick, J G Jamieson,
M R Jones, K C Matthews, N Warren, R D Wenham and A Zerny

[Named Substitutes:

Cllrs D Bowater, E Ghent, Ms A M W Graham, D J Lawrence, B Saunders,
M A G Versallion and J N Young]

All other Members of the Council

**MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THIS
MEETING**

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AGENDA

1. **Apologies for Absence**

To receive apologies for absence and notification of substitute Members.

2. **Minutes**

To approve as a correct record the minutes of the meetings of the General Purposes Committee held on 24 March 2016 and 19 May 2016 (copies attached).

3. **Members' Interests**

To receive from Members any declarations of interest.

4. **Chairman's Announcements and Communications**

To receive any announcements from the Chairman and any matters of communication.

5. **Petitions**

To receive petitions from members of the public in accordance with the Public Participation Procedure as set out in Annex 2 of Part A4 of the Constitution.

6. **Questions, Statements or Deputations**

To receive any questions, statements or deputations from members of the public in accordance with the Public Participation Procedure as set out in Annex 1 of Part A4 of the Constitution.

Reports

Item	Subject	Page Nos.
7.	Market Rate Supplements - Annual Updates To consider an update on the current application of market rate supplements to posts across Central Bedfordshire Council.	+ To Follow
8.	Amendments to the Council's Constitution To consider a range of proposed amendments to the Council's Constitution.	+ To Follow

- | | | |
|-----|---|-------------|
| 9. | Revisions to the Terms of Reference for the Wixams Joint Development Control Committee | + To Follow |
| | To consider proposed revisions to the Wixams Joint Development Control Committee's terms of reference. | |
| 10. | Member Development Programme | * 13 - 20 |
| | To consider a summary of learning and development events that have been delivered as part of the Member Development Programme together with an overview of events planned for the remainder of the Programme. | |
| 11. | Work Programme | * 21 - 24 |
| | To consider the Committee's work programme. | |

CENTRAL BEDFORDSHIRE COUNCIL

At a meeting of the **GENERAL PURPOSES COMMITTEE** held at Room 14, Priory House, Monks Walk, Chicksands on Thursday, 24 March 2016

PRESENT

Cllr Mrs J G Lawrence (Chairman)
Cllr G Perham (Vice-Chairman)

Cllrs L Birt
Mrs C F Chapman MBE
P Hollick
J G Jamieson
K C Matthews

Cllrs M A G Versallion
N Warren
B Wells
A Zerny

Officers in Attendance: Mr Q Baker – Assistant Director Legal and Democratic Services (interim) and Monitoring Officer
Mrs D Broadbent-Clarke – Director of Improvement and Corporate Services
Ms M Damigos – Senior Commercial Lawyer (interim)
Mr L Manning – Committee Services Officer
Ms M Peaston – Committee Services Manager

GPC/15/24. **Minutes**

RESOLVED

that the minutes of the meeting of the General Purposes Committee held on 17 December 2015 be confirmed and signed by the Chairman as a correct record.

GPC/15/25. **Members' Interests**

None.

GPC/15/26. **Chairman's Announcements and Communications**

The Chairman advised the Committee that the report entitled 'Amendment to the Terms of Reference of the Wixams Joint Development Control Committee and Delegated Powers to Officers' (item 8) had been withdrawn. She stated that she would raise this matter again when Members considered the Committee's work programme (minute GPC/15/32 below refers).

GPC/15/27. Petitions

No petitions were received from the members of the public in accordance with the Public Participation Procedure as set out in Annex 2 of Part A4 of the Constitution.

GPC/15/28. Questions, Statements or Deputations

No questions, statements or deputations were received from members of the public in accordance with the Public Participation Procedure as set out in Annex 1 of Part A4 of the Constitution.

GPC/15/29. Code of Conduct Matters - Update

The Committee considered a report which provided Members with a summary of the Council's ethical governance arrangements since August 2015 and sought Members' approval of a proposal to extend the term of appointment of the panel of Independent Persons.

The Senior Commercial Lawyer (interim) introduced the report. She drew Members' attention to, and clarified the role of, the Independent Persons. She also detailed the collaborative arrangements with Luton and Milton Keynes Councils, Bedfordshire Fire and Rescue Service and Milton Keynes Fire Authority regarding their appointment following the recruitment originally carried out on their behalf by Central Bedfordshire Council. The Senior Commercial Lawyer (interim) advised that the current appointments were due to end in September 2016 and, in view of the arrangements having been satisfactory, it was proposed that they be extended for a further four years. The agreement of the Independent Persons and the partner authorities was being sought and, once this had been obtained, an extension could be arranged.

The Chairman referred to the major reduction in the number of outstanding Code of Conduct complaints which had left only one case yet to be resolved. On behalf of the Committee she congratulated the officers for this achievement.

Whilst noting that fewer code of conduct complaints had been received the Chairman commented that town and parish councils had been encouraged to manage complaints themselves in the first instance rather than refer all complaints directly to Central Bedfordshire Council.

In response to a question about costs the Committee was advised that all the partner authorities contributed towards the cost of training the Independent Persons. The cost of the annual retainer paid for each of the Independent Persons was also shared between the partner authorities.

A question was asked about the position of the Central Bedfordshire councillor who had yet to update their register of interests. The Senior Commercial Lawyer (interim) explained that the Member concerned had already completed a Register of Interests form when previously a member of the Council and,

having been re-elected in May 2015, that form remained valid. She added that a meeting with the Member was scheduled to take place the following week to assist them in updating their interests.

Concern was expressed about the number of town and parish councillors (38) who had yet to submit completed forms. The Senior Commercial Lawyer (interim) advised that the failure to submit a form constituted an offence but the only recourse was to report the offender to the Police. She added that reminder letters continued to be sent out. She also stated that she had offered assistance to those town and parish council clerks with regard to interests.

NOTED

that Central Bedfordshire Council has complied with its obligations in respect of ethical standards under the Localism Act 2011 for the six month period since August 2015.

RESOLVED

that the proposal to extend the term of appointment of the panel of Independent Persons for a further period of four years to a date to be agreed be approved.

GPC/15/30. Amendment to the Terms of Reference of the Wixams Joint Development Control Committee and Delegated Powers to Officers

This item was withdrawn (minutes GPC/15/26 and GPC/15/32 also refer).

GPC/15/31. Review of Updates to the Constitution June 2015 - February 2016

The Committee considered a report of the Executive Member for Corporate Resources which set out the amendments made to the Council's Constitution between June 2015 and February 2016. A schedule setting out the amendments made by the Monitoring Officer, by the General Purposes Committee under powers through the Localism Act 2011 and by full Council was attached at Appendix A to the report.

NOTED

the changes made between June 2015 and February 2016 to maintain the Council's Constitution as set out in Appendix A to the submitted report.

GPC/15/32. Work Programme

Members considered a report which set out the Committee's work programme for the remainder of the 2015/16 municipal year and the 2016/17 municipal year.

Further to her earlier comments (minute GPC/15/26 above refers) the Chairman explained that the report entitled 'Amendment to the Terms of Reference of the Wixams Joint Development Control Committee and Delegated Powers to Officers' had been withdrawn because incorrect documents had been submitted with the report. In addition, it was recognised that additional revisions were required to the Terms of Reference for this body and that it would be more effective to consider them all at the same time. The Chairman therefore suggested that consideration of this matter be considered at the General Purposes Committee to be held on 30 June 2016.

A Committee member, who was the Co-chairman of the Wixams Joint Development Control Committee, confirmed that the Committee's existing Terms of Reference dated from 2000 and required wide ranging revision.

The Chairman next referred to the pilot scheme being undertaken to deliver a new office layout, including furniture in First West and, shortly, to Ground West at Priory House. She expressed the view that it would be beneficial to examine the impact and suitability of the pilot scheme and requested that a presentation be made to the next meeting of the Committee immediately followed by a guided tour for Committee members. As the pilot would not be completed until August she felt that there was sufficient time for any revisions to be made to the scheme before it was applied throughout Priory House.

Discussion then took place on whether it was the General Purposes Committee or the Corporate Resources Overview and Scrutiny Committee which held responsibility for oversight of the changes, with a Member expressing concern that, unless clarified, duplication of effort could arise. It was therefore proposed that the Chairmen of both committees discuss this issue and clarify where responsibility lay.

Following consideration it was also proposed that the Director of Improvement and Corporate Services arrange a briefing for all Members explaining the reasons for the new office layout and furniture.

Last, the Committee Services Manager advised Members that, given the submission of a report reviewing updates to the Constitution earlier in the meeting (minute GPC/15/31 above refers) it was unlikely that the item entitled 'Constitution Update', scheduled for consideration on 30 June, would proceed on that date.

RESOLVED

- 1 that a report on the revisions required to the Terms of Reference for the Wixams Joint Development Control Committee, including delegated powers to officers, be added to the Committee's work programme for consideration on 30 June 2016;**
- 2 that the Chairmen of the General Purposes Committee and the Corporate Resources Overview and Scrutiny Committee establish which of these committees is responsible for oversight of the scheme for the new office layout and furniture in Ground West and First West, Priory House;**

- 3 that, subject to the identification of the General Purposes Committee as the responsible committee for the above changes, an item on this issue be added to the Committee’s work programme for consideration on 30 June 2016;**

- 4 that the Director of Improvement and Corporate Services arrange a briefing for all Members in order to explain the reasons for the new office layout and furniture.**

(Note: The meeting commenced at 10.00 a.m. and concluded at 10.25 a.m.)

Chairman

Dated

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CENTRAL BEDFORDSHIRE COUNCIL

At a meeting of the **GENERAL PURPOSES COMMITTEE** held at Council Chamber, Priory House, Monks Walk, Shefford on Thursday, 19 May 2016.

PRESENT

Cllr Mrs J G Lawrence (Chairman)
Cllr G Perham (Vice-Chairman)

Cllrs Mrs C F Chapman MBE
P Hollick
J G Jamieson
K C Matthews

Cllrs N Warren
R D Wenham
A Zerny

Apologies for Absence: Cllrs L Birt
Mrs A L Dodwell
M R Jones

Substitutes: Cllrs D Lawrence for M Jones
N Young for L Birt

Members in Attendance: Cllrs R D Berry
M C Blair
D Bowater
J Chatterley
Mrs S Clark
K M Collins
N B Costin
I Dalgarno
S Dixon
P Downing
P A Duckett
K Ferguson
F Firth
Mrs J Freeman
E Ghent
C C Gomm
Mrs S A Goodchild
Ms A M W Graham
Mrs D B Gurney
Mrs C Hegley
K Janes
R W Johnstone
J Kane
Ms C Maudlin
D McVicar
R Morris
T Nicols
A Ryan
B Saunders
J A G Saunders
D Shelvey
I Shingler
P Smith
B J Spurr
R C Stay
Mrs T Stock
T Swain
G Tubb
M A G Versallion
B Walker
B Wells
T Woodward

Officers in Attendance:	Mr Q Baker	– Monitoring Officer
	Mrs D Broadbent-Clarke	– Director of Improvement and Corporate Services
	Mr R Carr	– Chief Executive
	Mr M Coiffait	– Director of Community Services
	Mrs S Harrison	– Director of Children's Services
	Mrs S Hobbs	– Committee Services Officer
	Mr J Longhurst	– Director of Regeneration and Business
	Mrs J Ogley	– Director of Social Care, Health and Housing
	Ms M Peaston	– Committee Services Manager
	Mrs M Scott	– Director of Public Health
	Mr C Warboys	– Chief Finance Officer

GPC/16/1. Chairman's Announcements and Communications

The Chairman had no announcements or communications.

GPC/16/2. Membership of the Appointments Panel

The Committee received nominations from the Group Leaders in relation to the appointment of Members to the Appointments Panel. It was noted that Councillor Andrew Turner was no longer a Member of the Executive and would be removed from the membership.

RESOLVED

- 1. that Members be appointed to the Appointments Panel, as attached at Appendix A to the minutes; and**
- 2. to note that the Appointments Sub-Committee will be appointed by the Monitoring Officer and will be composed of 3-5 Members (normally 2-4 Conservatives and 1 Independent, including at least 1 Executive Member) plus 3 substitutes (normally 2 Conservatives and 1 Independent).**

(Note: The meeting commenced at 7.30 p.m. and concluded at 7.34 p.m.)

Chairman

Dated

Central Bedfordshire Council

GENERAL PURPOSES COMMITTEE

30 June 2016

Member Development Programme

Advising Officers:

Deb Broadbent-Clark, Director of Improvement and Corporate Services,
(deb.broadbent-clarke@centralbedfordshire.gov.uk)

Jonathon Partridge, Head of Governance
(jonathon.partridge@centralbedfordshire.gov.uk)

Alison Palmer, Research and Support Officer,
(alison.palmer@centralbedfordshire.gov.uk)

Purpose of this report

1. This report gives a summary of learning and development events delivered as part of the Member Development Programme and an overview of events planned for the remainder of the Programme.

RECOMMENDATIONS

The Committee is asked to:

1. Note the events and participation in the Member Development Programme from May 2015 to April 2016.
2. Comment on the proposals and suggestions for forthcoming events in the Member Development Programme and the preferred way of taking the Programme forward (Para.14)
3. Comment on the proposals for monitoring the learning objectives of the Programme. (Paras. 12-13)
4. Consider the role of Members in promoting the Member Development Programme to colleagues.

Overview and Scrutiny Comments/Recommendations

1. The Member Development Programme falls within the remit of the General Purposes Committee rather than Overview and Scrutiny.

Introduction

1. The Member Development Programme was launched in May 2015 after the local elections of Ward Members. The Programme has been developed around the main themes of:-
 - Community leadership
 - Scrutiny and challenge
 - Communication skills
 - Partnership working

Phase 1 – Induction Programme

1. An Induction Day was held on 14 May 2015 to welcome the new Council, followed by an Induction Programme, which included a number of sessions held during May and June 2015, to introduce Members to the Council's services and key responsibilities (Appendix A). The feedback from the sessions was positive, with Members requesting further information and further development sessions on topics of interest.

Feedback included:-

'A very interesting and comprehensive presentation. However, it was an awful lot for a new boy to take in.' This comment was a response to the Introduction to Local Government Finance session. A further Briefing has been planned for July on the budget, taking account of this and other similar feedback received.

'I learnt a considerable amount about a new area of work. Thanks to all.' (Introduction to Housing – 11.6.15).

'Very informative and thought provoking. Has prompted me to thoroughly read and digest the Constitution and Code of Conduct.' (Being a Councillor – 12.6.15)

2. As part of the Programme, a Member/Officer 'Buddy Scheme' was arranged, where newly elected Members were introduced to an 'Officer Buddy' as a point of contact for help and advice during the initial months of their appointment. The Scheme was offered to 17 newly elected Members.
3. The Officer Buddy scheme was successful in single-Member wards, and for those Members not in the majority Group, where there was not the support of a Member buddy. Where new Members had the support of a more experienced Member, the Officer Buddy scheme was less successful.

Member Survey

4. In order to inform the Programme, Members were asked to take part in a Survey during September 2015. A total of 23 Members responded and themes of interest have been noted to develop future learning sessions.

Phase 2 – events held

5. Phase 2 of the Programme has been designed to inform Members about key themes, identified and agreed with the Leader and Lead Member for Learning and Development, over the course of the four years of the current Council.
6. The following events were held between November 2015 and January 2016:-
 - **Effective Scrutiny and Challenge** – December 2015
The session was led by the LGA and a Member peer and was offered to all Members, being of particular interest to those who are currently on Overview and Scrutiny Committees and to those Ward Members who were interested in finding out more about the Scrutiny process.
 - **Community Leadership** – January 2016
Two sessions were held with one aimed at Executive Members and Chairs and the other for all Members. Both were led by the LGA and a member peer.
7. In addition, other learning opportunities are regularly offered to Members including workshops and briefings, delivered by officers. Recent briefings have taken place on a diverse range of subjects on issues such as; domestic abuse, welfare reform and the Local Plan. The average attendance at the briefing sessions is 19, with some events attracting between 25 and 30 Members. This programme is ongoing with briefings scheduled to take place during the remainder of the term of the Council. Many of the briefings are as a result of a request from Members to find out more about a subject which affects their constituency and the wider area of Central Bedfordshire.

Overview/Lessons Learned

8. The feedback received from Members about the learning sessions is generally very positive and informs what can be done differently at future sessions as part of continuous improvement.
 - a) The events are well publicised in the Members Information Bulletin, by email invitations and with posters displayed in Priory House, but the attendance rate is generally low. On occasions when officers from the LGA and Member peers from other Authorities have attended to deliver a session, attendance has been relatively low ranging from 22%-35% of the total number of elected Members. The average number attending a learning session is 20.
 - b) In order to increase the numbers, officers need to better understand what prevents Members attending – is it the content or timing of the sessions or that the learning offered is of limited interest, or that

Members' schedules make it difficult for them to attend? Officers organise and promote the events in the Member Development Programme, but there may be a role for Members, particularly senior Members, to encourage their colleagues to attend events.

9. Feedback received from the informal Briefing sessions indicates Members are very interested in hearing case studies about how the Council's services have had a positive impact on individual lives, especially when the individuals concerned attend to talk about their experiences, such as in two recent Briefings on Domestic Abuse and Looked After Children.
10. A key theme emerging from the feedback is that Members want to be kept informed on developments around the issues raised at the Briefings, either through half year/annual updates or being sent further information.
11. Following attendance at a learning session, Members have asked for further training on that subject, to gain a better understanding of their role and responsibilities on Committees.

Monitoring Outcomes

12. Learning objectives were defined when the Programme was developed. Mechanisms to monitor the objectives should ensure they are reviewed, in practice, and action taken, if required.
13. To monitor whether the sessions have delivered the intended outcomes, the following actions are proposed:-
 - a) Survey the Chairs of Committees to identify whether they feel the Committee is operating effectively and whether the learning and development sessions have contributed to this.
 - b) Monitor the feedback received after the sessions and subsequent engagement from Members requesting further learning/information.
 - c) Send a follow-up survey, between 4-6 month after the session, asking for Members views on whether the learning has been put into practice and the impact it has had on their work.
 - d) Continue with the annual survey (initially sent in September 2015) asking Members for their views and suggestions about future learning sessions as part of a continuous improvement policy to ensure the Programme of events is relevant.

Phase 2 – Planned Events

14. During the next four months to the end of September 2016, the following events are proposed:-
 - Media Training (for Executive Members)
 - Social Media Training (for all Members and Town & Parish Councillors)

A session on Partnership Working is also planned for later in the year.

There are also a number of further briefings planned from the Council's officers on their services and topics of interest.

Council Priorities

15. An effective and comprehensive Member Development Programme, which enhances Members' knowledge and skills on a wide range of topics and supports all of the Council's priorities.

Corporate Implications

Legal Implications

16. It is essential that members are aware of and act within their scope and remit to lessen the potential for successful challenge or complaints about member decisions or conduct. Such challenges and complaints use up resources as well as affected the reputation of the Council. An effective and ongoing programme of briefings and training in identified areas assists with this as will the support of more experienced members.

Equalities Implications

17. Central Bedfordshire Council has a statutory duty to promote equality of opportunity, eliminate unlawful discrimination, harassment and victimisation and foster good relations in respect of nine protected characteristics; age disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. The Council's code of conduct for members highlights the need to be mindful of the requirements of equality legislation. Two interactive sessions, outlining the requirements of equality legislation, were held with members as part of the induction process.

Conclusion and next Steps

18. The Member Development Programme has been designed to offer opportunities for Members to enhance their skills and knowledge at the best value to the Council. The events delivered by the LGA did not incur any costs.
19. The appointment of consultants to deliver future events will be made following a rigorous procurement process.
20. The Member Development Programme will continue to offer a range of learning opportunities to Members throughout the term of the Council, in consultation with the Leader and the Lead Member for Learning and Development.

Appendices:

Appendix A – Induction Programme – May-June 2015

Background Papers:

None

Appendix A

Induction Programme - May-June 2015

Date 2015	Session	Number of Members who attended
15 May 14:00-17:00	Development Management Committee	All Committee
22 May 10:00-12:00	ICT (inc. FOI & Data Protection)	10
22 May 14:00-16:00	Protecting the Vulnerable (1):- <ul style="list-style-type: none"> • CSE • Corporate Parenting 	12
26 May 10:00-12:00	Introduction to the Regeneration & Business Directorate	10
26 May 12:30-14:30	Introduction to Children's Services	18
28 May 10:00-12:00	Protecting the Vulnerable (2):- <ul style="list-style-type: none"> • Adult Safeguarding • DSE 	11
29 May 10:00-13:00	Standards and Ethics (1):- <ul style="list-style-type: none"> • Ethical Governance • Equalities and Diversity 	8
29 May 14:00-15:45	Standards and Ethics (2) <ul style="list-style-type: none"> • Audit & Fraud • Health & Safety 	8
1 June 14:30-16:00	Chairing Committees	6
5 June 10:00-12:00	Introduction to the Public Health Directorate	9
5 June 12:30-14:30	Introduction to Community Services	7
9 June 10:00-12:00	Introduction to Improvement & Corporate Services	10
9 June 12:30-14:30	Introduction to Adult Social Care and Health	10
11 June 10:00-12:00	Introduction to Housing	13
11 June 13:15-16:30	Introduction to Local Government Finance	13
12 June 10:00-12:00	Being a Councillor	12
17 June 10:00-12:00	Licensing Committee	All Committee

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Central Bedfordshire Council

GENERAL PURPOSES COMMITTEE

30 June 2016

WORK PROGRAMME

Advising Officers:

Mel Peaston, Committee Services Manager
(mel.peaston@centralbedfordshire.gov.uk)

Leslie Manning, Committee Services Officer
(leslie.manning@centralbedfordshire.gov.uk)

Purpose of this report

The purpose of this report is to assist the General Purposes Committee in discharging its responsibilities by providing a proposed work programme for consideration.

RECOMMENDATION

That the Committee considers the proposed work programme attached at Appendix A.

Overview and Scrutiny Comments/Recommendations

1. This report is not scheduled to be considered by Overview and Scrutiny because the General Purposes Committee has full delegated powers to deal with all non-Executive functions which are not reserved to the full Council or are not otherwise delegated.

Background

2. To assist the General Purposes Committee a work programme is attached at Appendix A to this report. The work programme contains the known agenda items that the Committee will need to consider.
3. Additional items will be identified as the municipal year progresses. The work programme is therefore subject to change.

Council Priorities

4. The activities of the General Purposes Committee are crucial to the governance arrangements of the organisation.

Corporate Implications

Legal Implications

5. There are no legal implications.

Financial Implications

6. There are no financial implications.

Equalities Implications

7. Central Bedfordshire Council has a statutory duty to promote equality of opportunity, eliminate unlawful discrimination, harassment and victimisation and foster good relations in respect of nine protected characteristics; age disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
8. Report authors will be encouraged to work with the Corporate Policy Advisor (Equality & Diversity) in order to ensure that relevant equality implications are identified.

Conclusion and next Steps

9. This report will assist the General Purposes Committee in discharging its responsibilities. Any amendments approved by the Committee will be incorporated in the work programme.

Appendices

Appendix A – General Purposes Committee Work Programme

Background Papers

None

Appendix A

General Purposes Committee Work Programme

2015/16 Municipal Year	
24 March 2016	<ul style="list-style-type: none"> • Code of Conduct Matters – Update (QB) • Review of Updates to the Constitution June 2015 - February 2016 (MP) • Community Governance Review (NE) • Amendment to Terms of Reference – Wixams Joint Development Control Committee (MC/LN) • Work Programme (LM)
2016/17 Municipal Year	
30 June 2016	<ul style="list-style-type: none"> • Amendments to the Council’s Constitution (QB/MD) • Market Rate Supplement Payments – Annual Update (CJ) • Revisions to the Terms of Reference for the Wixams Joint Development Control Committee (MP) • Member Development Programme (AP) • Work Programme (LM)
25 August 2016	<ul style="list-style-type: none"> • Standards Complaints – Annual Report (QB) • Work Programme (LM)
27 October 2016	<ul style="list-style-type: none"> • Work Programme (LM)
8 December 2016	<ul style="list-style-type: none"> • Pay Policy Statement 2017/18 (CJ) • Work Programme (LM)
30 March 2017	<ul style="list-style-type: none"> • Code of Conduct Matters – Six Month Update (QB) • Review of Updates to the Constitution (MP) • Work Programme (LM)

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